



Indiana State Teachers' Retirement Fund

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Home Page: <http://www.in.gov/trf>
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Dear Employer,

Our goal is to better serve you, our members and move TRF into the 21st Century. In order to accomplish this goal, we recognize the importance of our affiliation with TRF employers. Therefore, we would like to introduce our *Employer Handbook* and our employer newsletter, *The TRF Employer*.

Our goal is to have information readily available to our employers. The Employer Handbook is a reference guide for employers. The handbook will be updated annually with important notices being sent as needed. We have started this goal by implementing employer features on our web site. We would also like to keep in contact with our employers via email. Our intent is to improve communication between TRF and employers by delivering beneficial and updated information, conducting employer workshops and distributing employer handbooks.

Please complete the enclosed employer data change form and return it to our office. From this point forward, employers will be able to submit all future modifications electronically by utilizing our new computer system.

Your completed survey may be mailed or faxed to TRF at:

Indiana State Teachers' Retirement Fund
150 West Market Street, Suite 300
Indianapolis, IN 46204
OR
fax to the attention of Telesha Keller
317-233-0914

We thank you in advance for your help and cooperation.

Sincerely,

Signed by William E. Christopher, Ph.D.

William E. Christopher, Ph.D.
Executive Director




Employer Data Change Form


 School Corporation Name: _____

✓ Account/Unit Number: _____

✓ State DOE Number: _____

 Mailing Address: _____

 Phone Number: _____

 Fax Number: _____

Superintendent Name: _____

Superintendent E-mail: _____

Superintendent Phone: _____

Treasurer Name: _____

Treasurer Phone: _____

P-31 Contact Name: _____

P-31 Contact E-mail: _____

P-31 Contact Phone: _____

Retirement Certification Official Name: _____

Retirement Certification Official E-mail: _____

Retirement Certification Official Phone: _____

Thank you for your assistance in maintaining a current employer file.

Please return to:
Indiana State Teachers' Retirement Fund
150 W. Market St., Suite 300
Indianapolis, IN